

ANNUAL GENERAL MEETING

FRIDAY 23 AUGUST 2019

9:00am – 9:30am

AT
 MELBOURNE CONVENTION AND EXHIBITION CENTRE
 SOUTH WHARF VICTORIA

MINUTES

1. INTRODUCTION

Ashley Coats, Chair, IB Schools Australasia opened the 2019 AGM with an acknowledgement of country and welcomed all those present and a thank you for all those who have attended in person this year and for supporting our first bi-annual Leadership Symposium.

Ashley also welcomed the following people also present: Prof Kay Margetts, Steven Wishart, Dr Marcia Behrenbruch, Dr Darlene Fisher, Catherine Vogel, Dr Jo Fahey, Brett Darcy.

Thank you to our Sponsor GEMS Education and welcome to David Fitzgerald, Vice-President GEMS Education.

Ashley noted that due to the number of apologies received that the attendees and apologies would be noted in the minutes of the AGM.

The following list of Full member school attendances and apologies was accepted by the Chair:

Name of Full Member School	Acceptance	Apology
ACG Parnell College		
Al Zahra College	Leila Ayoub-Mouhanna, Marian Beydoun	
Alamanda K-9 College	Carmen Sacco	
Albert Park College		
Anglican Church Grammar School (Churchie)	Scott Warfield, Richard Wheeldon	Alan Campbell
Annesley College		
Aspendale Gardens Primary School	Nadia Walker	
Aspendale Primary School		
Australian International Academy of Education, Victoria	Silvana Harba, Shirin Sezer Gunes, Naima Keddar	
Australian International Academy, Kellyville Campus	Sara Shehata	
Australian International Academy, Strathfield Campus		
Ballarat Grammar	Mark Warwick, Susan Davidson	
Benowa State High School	Adrian Hays, Lieve Rimbaut	

Blackwood High School		
Cairns State High School		
Calamvale Community College		
Canberra Girls Grammar School		
Canberra Grammar School	Joanna Leaman	
Carey Baptist Grammar School		Phillip Grutzner
Caulfield Grammar School - Caulfield Campus		Peter Muir
Caulfield Grammar School	Mary Grummet	
Cleveland District State High School	Robyn Przewloka, Karen Abraham	
Concordia College - Concordia Campus	Brendan Toohey, Michael Paech, Rachel Muldoon	
Concordia College - St Johns Campus		
Cornish College	Nicola Forrest, Peter Westwood	
Coromandel Valley Primary School		
Cranbrook School	Nick Jolly, Nick Hanrahan	
Diocesan School for Girls	Susan Marriott	
Essendon North Primary School	Kate Barletta, Geoff Blaik, Angela Collins, Alice McKenzie	
Fintona Girls' School	Eleni Goulas	
Geelong Grammar School	Rebecca Cody	
German International School Sydney (GISS)	Dr Lorenz Metzger	
Glenroy West Primary School		
Glenunga International High School		Wendy Johnson Principal
Gold Creek School		
Good Shepherd Lutheran College - St Andrew Leanyer campus		
Good Shepherd Lutheran College (Howard Springs)		
Grace Christian College	Larry Gunn, Joel Robotham	
Holy Trinity Primary School		
Hunter Valley Grammar School	Paul Teys, Nicholas Jolliffe, Pauliene O'Grady, Madeleine Smith	
Immanuel College	Paul Wright	
Indooroopilly State High School		
International School of Western Australia	Maria Coate	
Ivanhoe Grammar School		
John McGlashan College		
John Paul College		

John Wollaston Anglican Community College		
Kambala School		
Kardinia International College	Dianna Vella, Geoff Geddes, Matt Baron	Catherine Lockhart
Kingswood College	Heather Westwood	
Kororoit Creek Primary School		
Kristin School	Debbie Dwyer, David Boardman	
Lauriston Girls' School		Susan Just
Le Fevre High School		
Lycee Condorcet - The International French School of Sydney		
Mater Christi College	Mary Fitz-Gerald, George Chilianis	
Melbourne Montessori School	Casper Buisman, Gay Wales	
Mercedes College	Ashley Coats	
Merici College	Renee Taylor	
Methodist Ladies' College	Anne Wallington, Rebecca Bunnett	
Miles Franklin Primary School		
MLC School	Anne Layman	Lisa Moloney, Principal
Montessori International College		
Monte Sant' Angelo Mercy College		
Moreton Bay College		
Mount Eliza North Primary School	Julie O'Brien, Melissa Wisniewski, Amanda Wardley, Laura MacGregor, Cindy Minogue	
Mountain Creek State High School		
Murrumbena Primary School	Angela Houghton, Lynne Foster, Rochellee Plumb	
Narrabundah College		
Newington College		Cheryl Preist, Michael Parker
North Ainslie Primary School		
Oakleigh Grammar	Mark Robertson, Peter Cummins	
Pedare Christian College		
Pembroke School		
Penrith Anglican College		
Presbyterian Ladies' College - Perth	Ayomi Perera	
Presbyterian Ladies' College Melbourne	Peter Francis	
Preshil - The Margaret Lyttle Memorial School	Natalie Kunst, Marilyn Smith, Daniel Symons, Linda Kay	

Prince Alfred College		
Queen Margaret College		
Queensland Academy - Science Mathematics and Technology		Kath Kayrooz
Queensland Academy for Creative Industries	Karen Casey, Mike Zornig	
Queensland Academy for Health Sciences	Vanessa Rebgetz, Alita Blackmur	
Queenwood		
Radford College	Fiona Godfrey, Emily Begbie, Nick Martin, Lindy Braithwaite, Adrian Johnson	
Rangitoto College		Patrick Gale
Ravenswood School for Girls		Monique Connor
Redlands		
Rivercrest Christian College	Michelle Cafini	
Rochedale State School		
Roma Mitchell Secondary College		
Roseville College		
Sacred Heart College Geelong	Daina Honey	
Saint Kentigern College	Suzanne Winthrop	
Santa Maria College	Jeremy Otto, Bradley Phillip Denny,	
Santa Sabina College	Sharon Portlock	
Scotch College		Alec O'Connell
Scots College		
Seymour College		
Somerset College		Michele Sauer
Sophia Mundi Steiner School		Fiona Cock, Principal
Southern Christian College		Alan Lawson
St Andrew's Cathedral School	Sharon Munro	John Collier
St Andrew's Lutheran College		
St Cuthbert's College		
St Dominic's Priory College		
St John's Anglican College		
St Leonard's College	Stuart Davis, Chris Stickman	
St Margaret's College		
St Margaret's School	Annette Rome, Melissa Graham	
St Mark's Church School		Mr Kent Favel
St Mary Star of the Sea College		Katrina Wall
St Paul's Grammar School	Ian Wake, Antony Mayrhofer, Lisa Bonazza	
St Peter's Anglican Primary School		Brendan Gorman
St Peter's College	Nick Carter	Tim Browning

St Peter's Collegiate Girls School		Julia Shea
St Peter's School, Cambridge		
St Peters Lutheran College		
Stradbroke School		
Tara Anglican School for Girls		
Te Hihi School		Kevin Bush
Telopea Park School / Lycée Franco-Australien de Canberra	Kerrie Blain, Michele McLoughlin,	
The Armidale School		
The Friends' School	Mark Febey, Adam Chambers	
The Hills Grammar School		
The Illawarra Grammar School	Nick Hackett, James Rogers	
The Kilmore International School		Judy Rutter, Andrew Taylor
The King's School Preparatory School		
The Montessori School Kingsley, WA		
The Norwood Morialta High School		Jacqui van ruiten
The Scots School Albury		Peggy Mahy
Tintern Grammar		
Townsville Grammar School		
Treetops Montessori School		
Trinity Grammar School, Kew	Jonathan Knight	
Trinity Grammar School-Sydney		Chris Barnes
Urquhart Park Primary School		
Walford Anglican School for Girls		Rebecca Clarke
Werribee Secondary College	Helene Refuerzo	
Wesley College - Glen Waverley Campus		
Wesley College, Elsternwick Campus		
Wesley College, Melbourne	Isaac Quist, Lynn Payne, Halley Walsh, Lisa Saffin	
Woodcroft College		

Name of Associate Member School	Acceptance
Aberfoyle Park High School	Marion Coady, Craig Duguid
Aspley State School	
Burwood Heights Primary School and Kindergarten	Bek Volz, Clare Matthews, Giona Afflitto
Dingley Primary School	Rosanne Ridgway, Andrew Holmes
Glendowie College	
Islamic College of Melbourne	Abdul M Kamareddine, Maha Elsayegh

Milford School	
Presentation College, Windsor	
Surrey Hills Primary School	
IES College	Michelle Allan, Laura Ewan
Unley High School	Greg Rolton
Saltwater P - 9 College	
Schools of Early Learning	
Mansfield Steiner School	Sue Plumb
Woodleigh School	Vivienne Wearne, Jo Smart, Rodney Davies

Non-member School Attendees	Role	Organisation
Kay Margetts		University of Melbourne
Diana Drummond	Deputy Principal (Teaching and Learning)	Wenona
Kate Cameron	Head of Curriculum/PYP Coordinator	Wenona
Amy McKernan	Lecturer	The University of Melbourne
Liz McKenna	IB coordinator	The University of Notre Dame Australia
Sue Riley		
Catherine Vogel	Director	Reshaping Schools
Marcia Behrenbruch	Director	Reshaping Schools
Darlene Fisher	Director	Reshaping Schools
Michelle Ogilvie	Assistant Principal	Orchard Grove Primary School
Debbie Mieisch	Assistant Principal	Milgate Primary School
Anna Gill	Founder/CEO	Kinephonics Trading
Rebecca Hammond	Executive Assistant	IB Schools Australasia
Brett Darcy	Treasurer	IB Schools Australasia
Steven Wishart	Manager IB World Schools Australasia	IB
David Fitzgerald	Vice President, Education	GEMS Education
Jo Fahey	Educational Consultant	Fahey-Sparks Consulting
Annette Irvine	PYPC	Mt. Macedon Primary

Quorum

The quorum for a meeting requires 40 per cent of the school member representatives. (S 5.1 of Constitution). The current financial membership of Full Member schools that are eligible to vote at the AGM is 141 schools. The quorum for this meeting therefore is 57 Full Members of the Association.

The total number of voting forms received in person or by proxy was: 83 schools.

The Chair confirmed a quorum is in attendance to proceed.

Items of other business

There were no other items of business

ORDINARY BUSINESS

2. Confirmation of record of motions from 2018 Annual General Meeting

Motion: That the minutes of the 2018 Annual General Meeting held on 6 August, 2018 be accepted as an accurate record of Proceedings.

Proxy vote result: FOR: 83/AGAINST: 0

Motion carried by majority in attendance. (David Boardman, Kristin/ Fiona Godfrey, Radford College)

3. Business arising not listed elsewhere

Nil

4. Financials and Independent Auditors Report

i. Income and Expenditure Statement 1/4/2018 – 31/3/2019

The income and expenditure statement and a balance sheet for the 2018/2019 financial year were provided and also published on the website with the Chair and Treasurer having signed the independent auditors report prior to the AGM on the 23 August 2019.

Ashley welcomed Brett as Treasurer and opened the floor to questions relating to the Financials and Independent Auditors report.

Motion: That the income and expenditure statement for the financial year 1/4/2018 – 31/3/2019 be approved.

Postal vote result: FOR: 80/AGAINST: 1/WITHHELD: 2

Motion carried by majority in attendance. (David Boardman, Kristin School/ Fiona Godfrey, Radford College)

Motion: That the Independent Audit Report provided by Ian Thomas of Ian Thomas & Co be accepted.

Postal vote result: FOR: 80/AGAINST: 1/WITHHELD: 2

Motion carried by majority in attendance. (Anne Wallington, Methodist Ladies' College/ Judy Rutter, The Kilmore International School)

5. Chair's Annual Report

The Chair provided his report with the agenda papers and gave an overview of the associations activities for the past year including:

- The continued Growth of IB Schools Australasia
- Welcome to Steven Wishart
- Employment Services
- Certificates for Students
- Advocating for Member Schools
- Change of release date for IB Diploma Programme and Career-related program results
- Working with Networks

The Chair then opened the floor to questions.

Motion: That the Chair's Annual Report be accepted.

Postal vote result: FOR: 80/AGAINST: 1/WITHHELD: 2
Motion carried by majority in attendance. (Karen Abraham, Cleveland District State High School/Fiona Godfrey, Radford College)

6. Appointment of Auditors

It is recommended that IB Schools Australasia continue with the appointment of Ian Thomas of Ian Thomas & Co. as auditor.

The floor was opened for questions.

Motion: That Ian Thomas of Ian Thomas & Co. be appointed as auditor for the 2019/2020 financial year.

Postal vote result: FOR: 80/AGAINST: 1/WITHHELD: 2
Motion carried by majority in attendance. (Annette Rome, St Margaret's and Berwick Grammar School/Fiona Godfrey, Radford College)

7. Election of Standing Committee

Ashley Coats conducted the election of the Standing Committee Members.

In accordance with the Constitution, there are three current elected members who are to retire and are eligible for re-election. They are:

- Karen Abraham, Cleveland District State High School, QLD
- Fiona Godfrey, Radford College, ACT
- Natalie Jensen, Preshil, VIC

There is one vacancy available for the unexpired term of office 2019-2020. This casual vacancy position is currently filled by:

- Paul Teys, Hunter Valley Grammar School, NSW

The remaining elected members of the Standing Committee are:

- David Boardman, Kristin School, NZ - PYP, MYP, DP
- Ashley Coats, Mercedes College, SA - PYP, MYP, DP
- Antony Mayrhofer, St Paul's Grammar School, NSW - PYP, MYP, DP
- Judy Rutter, The Kilmore International School, VIC - DP
- Anne Wallington, Methodist Ladies' College, Kew, VIC - DP

Nominated members must be the representative of an Authorised Full membership school.

The Constitution of the Association indicates that there cannot be more than 3 members from any one state territory or province and that where possible Coordinators from all 4 IB programmes and a Head of School should be included in the membership of the Standing Committee.

The following nominations have been received by the Executive Assistant by the due date of Wednesday 24 July 2019 for the 1 year un-expired term:

- **Karen Abraham**, Cleveland District State High School, QLD
- **Stephen Barratt**, The Friends' School, TAS
- **Maria Coate**, International School of Western Australia, WA
- **Fiona Godfrey**, Radford College, ACT
- **Natalie Jensen**, Preshil - the Margaret Lyttle Memorial School, VIC
- **Nick Jolly**, Cranbrook School, NSW
- **Peter Muir**, Caulfield Grammar School, VIC
- **Jeremy Otto**, Santa Maria College, VIC
- **Paul Teys**, Hunter Valley Grammar School, NSW

Taking into account all of the votes received by proxy and prior to the AGM this morning, I declare that

- **Maria Coate**, International School of Western Australia, WA

is elected as a Standing Committee Member of IB Schools Australasia for one year from 2019-2020.

The following nominations have been received by the Executive Assistant by the due date of Wednesday 24 July 2019 for the 2 year term:

- **Karen Abraham**, Cleveland District State High School, QLD
- **Stephen Barratt**, The Friends' School, TAS
- **Maria Coate**, International School of Western Australia, WA
- **Fiona Godfrey**, Radford College, ACT
- **Natalie Jensen**, Preshil - the Margaret Lyttle Memorial School, VIC
- **Nick Jolly**, Cranbrook School, NSW
- **Peter Muir**, Caulfield Grammar School, VIC
- **Jeremy Otto**, Santa Maria College, VIC
- **Paul Teys**, Hunter Valley Grammar School, NSW

Taking into account all of the votes received by proxy and prior to the AGM this morning, I declare that

- **Karen Abraham**, Cleveland District State High School, QLD
- **Fiona Godfrey**, Radford College, ACT
- **Nick Jolly**, Cranbrook School, NSW

are elected as **Standing Committee Members of IB Schools Australasia for a term of 2 years from 2019-2021.**

Motion carried by majority in attendance. (Annette Rome, St Margaret's and Berwick Grammar School/David Boardman, Kristin School)

ANY OTHER BUSINESS

In the initial Notice of Meeting, members were invited to raise matters with the Secretary by 24 July 2019. No other matters have been raised.

CLOSE OF MEETING

Ashley Coats closed the meeting and **welcomed Steven Wishart to present *Session 1 - The New Philosophy around the Standards and Practices.***

Meeting closed: 9:33am